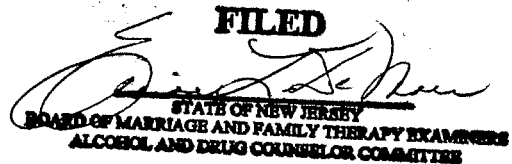


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STATE OF NEW JERSEY
DEPARTMENT OF LAW & PUBLIC SAFETY
DIVISION OF CONSUMER AFFAIRS
ALCOHOL AND DRUG COUNSELOR COMMITTEE
OF THE STATE BOARD OF MARRIAGE AND
FAMILY THERAPY EXAMINERS

IN THE MATTER OF THE	:	
APPLICATION FOR LICENSURE OF	:	Administrative Action
	:	
VICTORIA RAVENNA	:	CONSENT ORDER GRANTING
	:	LICENSURE WITH RESTRICTIONS
TO PRACTICE ALCOHOL AND DRUG	:	
COUNSELING IN THE	:	
STATE OF NEW JERSEY	:	

This matter was opened before the Alcohol and Drug Counselor Committee of the New Jersey State Board of Marriage and Family Therapy Examiners (hereinafter "the Committee"), upon review of Victoria Ravenna's application for licensure as an alcohol and drug counselor. The applicant is a certified social worker (CSW). Ms. Ravenna, appeared pro se on February 3, 2006 and May 22, 2006 before the Committee to discuss her current practice and her twenty (20) years of experience in the field of alcohol and drug counseling.

The Committee reviewed treatment records and was concerned that the records did not include sufficient documentation to determine the quality of the assessments performed and diagnostic

impressions, that the treatment plans were not signed and that the records did not include appropriate releases.

The Committee also reviewed a Domestic Violence Complaint which respondent filed regarding B.F., documentation that respondent supervised the treatment of B.F. and signed discharge records from B.F.'s treatment. The copy of the Domestic Violence Complaint that respondent presented to the Committee included "white-out" which obscured a portion of the complaint that states that the victim and defendant "are former household members." Respondent testified that a police officer authorized her to correct the report. Police Officer Florek of the Piscataway Township Police Department provided an unaltered copy of the Domestic Violence Complaint and testified on April 21, 2006 that respondent was not authorized to correct any portion of it.

The Committee also reviewed an evaluation report prepared by the respondent, as the Director of Treatment and Clinical Programs, on stationery from Union County Counseling Offices to the Monmouth County Prosecutor. In the report respondent stated that she intervened clinically in a sexual abuse case. Although respondent has advised the Committee that one of the victims was her niece, the report fails to disclose that fact. The report is beyond the scope of practice of alcohol and drug counseling or the scope of practice for a certified social worker, a credential held by Ms. Ravenna.

The Board having reviewed Ms. Ravenna's testimony, treatment records, and her years of practice in the field of alcohol and drug counseling and having balanced her desire and ability to practice with the Committee's need to protect the public and finding that the following disposition of this matter is adequately protective of the public, and other good cause appearing;

IT IS THEREFORE ON THIS 5th DAY OF May, 2007
ORDERED:

1. Ms. Ravenna shall be granted a restricted license to practice alcohol and drug counseling conditioned upon compliance with the terms of this Consent Order. Respondent's license shall remain restricted unless and until there is a subsequent Order of the Committee.

2. Ms. Ravenna shall fully attend and successfully complete a three (3) credit graduate level course pre-approved by the Committee in ethics and boundary issues in the practice of alcohol and drug counseling within one year of the filing of the within order. Prior to applying for an unrestricted license pursuant to paragraph 4 below, Ms. Ravenna shall submit written documentation to the Committee that she has fully attended and successfully completed a minimum of a three (3) credit pre-approved course in ethics and boundary issues.

3. Ms. Ravenna shall be precluded from engaging in any independent or private practice, including volunteer work, unless her counseling is supervised by a supervisor pre-approved by the Committee. The supervisor and any future supervisor shall not be an employee of any facility, organization or corporation which is owned by respondent or in which respondent is an officer or ^{has ~~an~~ ^{sub}} any other interest. The supervisor and any future supervisor shall be provided with, agree to comply with and sign a copy of this Consent Order. The signed Consent Order shall be returned to the Committee prior to any private or independent practice by Ms. Ravenna. At a minimum, the supervisor shall meet face-to-face with Ms. Ravenna for a one hour session per week to review all of her cases at the site of her practice. Additional supervision may be scheduled in the supervisor's discretion. The supervisor shall submit quarterly reports to the Committee describing the case reviews which shall include the number

of hours of supervision, the number of cases and treatment records that were reviewed during the supervision, and an evaluation of the treatment records which reviews whether the treatment records include sufficient documentation of any potential or actual ethical or boundary issues. The supervisor shall include in the quarterly report a list of any deficiencies in the treatment records of Ms. Ravenna's practice, recommended remediation actions and a statement addressing Ms. Ravenna's compliance with the supervisor's recommendations. The supervisor shall immediately (within 24 hours) report to the Committee in writing any indication that Ms. Ravenna is not capable of continued practice or has violated the statutes or regulations governing the practice of alcohol and drug counseling or poses any danger to ^{her} ~~his~~ clients. An unfavorable report may be a basis for retaining restrictions on Ms. Ravenna's license to practice alcohol and drug counseling, or such other actions as the Committee deems appropriate.

4. Ms. Ravenna shall provide the Committee with a written list of all premises in which she is working as an alcohol and drug counselor. The list shall include the name of the facility, address of facility, telephone number and names of all alcohol and drug counselors, mental health therapists, interns and students working in the facility. Ms. Ravenna shall have an ongoing duty to immediately (within seven days) inform the Committee in writing of any change in her employment.

5. After satisfactory completion of two (2) years of supervision and all other requirements for licensure, as set forth in N.J.S.A. 45:2D-4 and N.J.A.C. 13:34C-2.2, Ms. Ravenna may seek an unrestricted license as a clinical alcohol and drug counselor. Ms. Ravenna shall submit an official transcript documenting completion of a Masters degree in Counseling from an accredited institution of higher

education and documentation of successful completion after January 1, 2008 of the written and oral examinations administered by the ICRC. In such event, Ms. Ravenna shall submit to the Committee a written request for an unrestricted license, documentation acceptable to the Committee that she has complied with the terms set forth in this Order and a written evaluation from her supervisor supporting Ms. Ravenna's request for an unrestricted license. Ms. Ravenna shall appear before the Committee, if so requested by the Committee, at which time the burden shall be on the applicant to demonstrate that she is fit and competent to practice without supervision, has complied with the terms of this Consent Order, is fit and able to supervise the practice of alcohol and drug counseling, including but not limited to the supervision of certified alcohol and drug counselor's (CADC's) or trainees and is eligible for unrestricted licensure as a clinical alcohol and drug counselor. Following a review of all relevant submissions, the Committee in its sole discretion, will determine under what conditions, if necessary, Ms. Ravenna may practice.

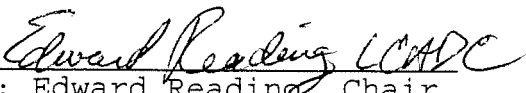
6. Ms. Ravenna shall be precluded from supervising any practice of alcohol and drug counseling, including but not limited to the supervision of certified alcohol and drug counselor's (CADC's) or trainees or any mental health counselors, unless and until the Committee issues her a subsequent written order granting her an unrestricted license to practice alcohol and drug counseling.

7. Ms. Ravenna shall comply with all statutes and regulations, as well as professional standards of conduct and obligations imposed by law on licensed alcohol and drug counselors.

8. Any deviation from the terms of paragraphs 2 through 6 of this Consent Order without the prior written consent of the Committee shall be grounds for an automatic immediate temporary suspension if in

the sole discretion of this Committee respondent has violated the Consent Order. Respondent may petition the Committee on five (5) days notice for a hearing limited to the sole issue of whether she deviated from the terms of the Consent Order.

ALCOHOL AND DRUG COUNSELOR COMMITTEE
OF THE NEW JERSEY STATE BOARD OF
MARRIAGE AND FAMILY THERAPY EXAMINERS


By: Edward Reading, Chair
Alcohol and Drug Counselor Committee

I have read the above order
and I understand and agree to
abide by its terms. Consent is
hereby given to the Alcohol and
Drug Counselor Committee of the State
Board of Marriage and Family Therapy
Examiners to enter this Order.


Victoria Ravenna

I have read the within Order. I agree
to supervise Victoria Ravenna's independent and/or
private practice of clinical alcohol and
drug counseling during face to face sessions,
a minimum of once per week for one hour
and to report to the Committee as indicated above.

(Print name) License #
Supervisor
Telephone #
(including area code and extension number)

Review of Consent Order by supervisor
in a Licensed Facility

I have read the within Consent Order.

(Print Name of Supervisor)

Tel. No. of supervisor

Name of Licensed Facility: _____



JON S. CORZINE
Governor

New Jersey Office of the Attorney General

Division of Consumer Affairs
State Board of Marriage and Family Therapy Examiners
Alcohol and Drug Counselor Committee
124 Halsey Street, 6th Floor, Newark, NJ 07102



STUART RABNER
Attorney General

STEPHEN B. NOLAN
Acting Director

Mailing Address:
P.O. Box 45040
Newark, NJ 07101
(973) 504-6582

May, 4, 2007

Re: Victoria Ravenna

To Whom It May Concern:

Please be advised that the Alcohol and Drug Counselor Committee is currently processing documents for the issuance of a Restricted Licensed Alcohol and Drug Counselor credential for Victoria Ravenna pursuant to the terms of the attached May 4, 2007 Filed Consent Order.

Within three weeks of the receipt of the \$250.00 biennial license fee, the official (restricted) license certificate will be issued.

Should you have any questions, please contact me at the address listed above.

Sincerely,

Elaine L. DeMars
Executive Director

Attachments